

Introduction

The Hanford Site has two major missions: (1) cleanup, and (2) science and technology. There are two major Office of Environmental Management (EM) programs associated with cleanup. The first is the River Protection Project (RPP), which includes cleanup of Hanford Site high-level waste, and is managed by the DOE Office of River Protection (ORP). The second is Project Hanford, which encompasses cleanup of the remainder of the Hanford Site, and is managed by the DOE Richland Operations Office (RL). Contract DE-AC06-96RL13200, the Project Hanford Management Contract (PHMC) with Fluor Hanford, Inc (FHI) includes cleanup activities associated with Project Hanford. The contract was awarded in August 1996 for the period from August 1996 through September 2001, with up to five additional option years. In December 2000, RL and FHI restructured this contract and negotiated an extension through September 2006. The restructured contract includes an "off-ramp" that allows RL to reduce the period of performance if Fluor's contract performance is determined to be unacceptable.

As the Project Hanford Management Contractor, FHI is responsible for planning, integrating, managing, and executing projects, services, and other activities at the Hanford Site as described in the Contract. FHI is also responsible for interfacing and coordinating with other Hanford Site Prime Contractors in the performance of its work and providing Government-furnished infrastructure and services, as required, to other Hanford Site Contractors.

Purpose of Plan

The purpose of this Contract Administration Plan (CAP) is to provide guidance to RL employees involved with the management and administration of the Project Hanford Management Contract No. DE-AC06-96RL13200. Such guidance should be a useful tool to help the DOE to ensure that FHI and RL comply with all terms and conditions that govern the Contract. This CAP was developed with the following guiding principles:

- (1) Shall be a useful tool for administering the contract.
- (2) Shall be an executive summary of the roles and responsibilities of the contracting parties.
- (3) Shall identify who is responsible for various contract administration activities.
- (4) Shall be flexible and adapt to changing circumstances.

Successful management and administration of this contract will require the coordinated efforts of a variety of RL personnel. Some of these key personnel include: Contracting Officer (CO); Contracting Officer's Representatives (CORs); Contract Specialists (CSs); RL Manager and senior staff and subject matter experts. This CAP will delineate the roles and responsibilities of these team members and will provide for their interaction on key contract administration duties.